

RESOLUTION NO. 2012-159

A RESOLUTION OF THE LODI CITY COUNCIL
APPROVING THE JOB SPECIFICATION AND SALARY
RANGE FOR THE POSITION OF METERING
TECHNICIAN

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NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby approve the job specification for the position of Metering Technician as attached hereto marked Exhibit A; and

BE IT FURTHER RESOLVED that the salary range for Metering Technician is hereby approved and shall be as follows:

METERING TECHNICIAN				
Step A	Step B	Step C	Step D	Step E
\$6,505.50	\$6,830.77	\$7,172.31	\$7,530.92	\$7,907.47

Dated: October 3, 2012

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I hereby certify that Resolution No. 2012-159 was passed and adopted by the Lodi City Council in a regular meeting held October 3, 2012 by the following vote:

AYES: COUNCIL MEMBERS – Hansen, Johnson, Katzakian, Nakanishi,
and Mayor Mounce

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None


RANDT JOHL
City Clerk

TERMINAL TECHNICIAN

DEFINITION

Under general direction plans and organizes, and performs skilled work in the areas of maintenance, testing, repair and installation of meters; provides training to other employees; participates in policy and standards development and does related work as required.

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from higher level personnel; may provide functional/technical supervisor over lower-level employees.

EXAMPLES OF DUTIES

Duties may include, but are not limited to the following:

Under general direction plans and organizes, performs skilled work in the areas of maintenance, testing, repair and installation of electric meters; provides training to other employees; participates in policy and standards development and does related work as required.

Performs shop and field calibrations of electric meters; calculates, determines and installs current and voltage transformers with associated equipment and verifies the complete installation to assure accurate metering; installs and maintains load survey, load management and recording metering equipment;

Conducts the scheduled testing and circuit analysis of existing revenue metering facilities;

Performs acceptance testing of metering material and equipment; maintains appropriate records on all metering equipment and installations;

Participates in the development of standards and specifications with other agencies and industry representatives;

As directed, investigates customer metering issues, submit findings and takes corrective measures, if necessary;

As directed, assists in the investigation of vandalism and power diversion cases and makes reports to appropriate City staff and takes corrective measures, if necessary;

Prepares and conducts training sessions;

Performs related duties as necessary for the operation of the City.

MINIMUM QUALIFICATIONS:

Knowledge of:

Various electric meters, their operation and the methods and equipment used in their testing and repair; AC and DC circuits with particular reference to Ohm's Law, Kirchhoff's Law and Blondel's Theorem; current technology of various electronic components and circuits; inductance, capacitance, power factor and vector analysis;

Current metering methods for single and polyphase circuits; applicable electrical codes;

Necessary precautions to be taken when working around energized equipment;

Ability to:

Under general direction plans and organizes, performs skilled work in the areas of maintenance, testing, repair and installation of electric meters; provides training to other employees; participates in policy and standards development and does related work as required.

Use current technology for precision instruments and testing equipment to obtain specified performance; use mathematics, including trigonometry;

Establish preventative maintenance programs and keep appropriate records;

Read and interpret electrical drawings, plans and specifications; prepare and write reports and maintain records; operate computers, and other technological devices, for programming of and retrieving data from microprocessor-based metering equipment.

Work independently with limited direct supervision; understand and carry out written and oral instructions;

Maintain effective working relationships with a variety of City staff, outside agencies and utilities, vendors, the general public and others;

Experience:

Attainment of journey level Metering Electrician status and three (3) years experience in this status.

Education:

Equivalent to completion of the twelfth grade, including trigonometry.

LICENSES AND CERTIFICATES:

Possession of a valid driver's license issued from the California Department of Motor Vehicles.

PHYSICAL REQUIREMENTS

Maintain the following physical abilities: see well enough to read, write and make observations, operate hand tools, vehicles and equipment; hear well enough to converse on the radio, telephone and in person; bodily mobility to walk for periods of time including slippery or uneven surfaces; bend, kneel, reach, stand, crouch or climb occasionally; operate assigned equipment and vehicles and perform manual labor occasionally; operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; verbally communicate to exchange information; ability to tolerate extreme fluctuations in temperature, noise, dust, and all types of weather and temperature conditions, while performing essential functions and be able to lift up to twenty-five pounds as necessary.

*FLSA Status: NON-EXEMPT